United Nations ST/IC/2001/43/Amend.2

Secretariat

24 May 2006

Information circular*

To: Members of the staff

From: The Under-Secretary-General for Management

Subject: **Official travel**

Amendment

In order to implement the revised rates for terminal expenses, which have been recently approved, effective 1 June 2006, paragraphs 6 and 7 of information circular ST/IC/2001/43 are replaced by the following:

"6. Staff members are reimbursed terminal expenses for each required trip by means of public conveyance between the airport or other point of arrival or departure and the hotel or other place of dwelling in accordance with section 8 of the instruction. For New York, the amounts to be reimbursed for each such trip are $63 in respect of the staff member and $21 for each family member authorized to travel at United Nations expense. For all other duty stations, the amounts to be reimbursed for each trip are $38 in respect of the staff member and $13 for each family member authorized to travel at United Nations expense.

"7. When an official United Nations or government vehicle is made available for the trip, the amounts to be reimbursed shall be set at $11 in respect of the staff member and $6 for each family member."

* The present circular will be in effect until further notice.

06-36186 (E) 010606

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